

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Idaho State Office
1387 South Vinnell Way
Boise, Idaho 83709-1657

In Reply Refer To:
1511, 5000, 5200, 5400 (931) P

April 17, 2008

EMS TRANSMISSION: 4/18/08
Instruction Memorandum No. ID-2008-045

Expires: 09/30/2009

To: Idaho Leadership Team
From: Deputy State Director, Resource Services
Subject: Stewardship Contracting Organization and Support

Program Areas: Forests and Woodlands Management, Wildlife, Fisheries and Riparian Management, Fuels Management, Range Management, and Procurement and Acquisition

Purpose: This Instruction Memorandum (IM) clarifies the organization structure and responsibilities key to the success of Idaho's stewardship projects.

Policy/Action: Idaho has established a Statewide Stewardship Support Team (SST) with key specialists that have valuable expertise on various aspects of Stewardship contracting. Mike DeArmond is Idaho's Statewide Stewardship Coordinator and will also serve as the lead for the SST. To ensure effective coordination with the field, district offices are to identify a single point-of-contact (POC) for each field office (FO) as appropriate (depending on the level of activity, a district-wide POC may be sufficient). A conference call will be scheduled at least once every three months.

Timeframe: This IM is effectively immediately. Districts are to identify their POC(s) by March 1, 2008.

Budget Impact: Implementing this IM has minimal budget implications and will improve the overall efficiency and coordination of stewardship projects in Idaho.

Background: Idaho continues to be at the forefront of the Bureau of Land Management's (BLM) efforts to successfully use stewardship contracting authorities. The BLM's Annual Work Plan directs us to continue to seek opportunities to utilize the authorities of stewardship contracting in support of the President's Healthy Forests Initiative.

In Idaho, our success has been built on good coordination at all levels of our statewide organization, as well as strong working relationships with our Washington Office. A key component of all this has been Idaho's SSST. The SSST is a valuable resource to all offices and its members provide expertise on various aspects of stewardship contracting. Current members of the SSST include:

- Mike DeArmond, Idaho State Office, Forestry Management Program Lead
- Krista Waid, Idaho State Office, Fuels
- Tom Miles, Idaho State Office, Range
- Jon Skinner, Idaho State Office, Community Preparedness
- Myron Hotinger, Idaho State Office, Biofuels
- Linda Pitzer, Idaho State Office, Contracting
- Pat Fort, Idaho State Office, Contracting
- Chris Shaver, Idaho State Office, Contracting
- Virginia Pherigo, Idaho State Office, Finance
- David Howell, Idaho Falls District Office, Resource Coordinator
- Kurt Pavlat, Coeur d'Alene Field Office, Assistant Field Manager
- Larry Kaiser, Coeur d'Alene District Office, Forester
- Bill Baer, Salmon Field Office, Forester

The Washington Office issued revised Stewardship Contracting guidance (WO IM-2006-058 with Attachment, Stewardship Contracting Guidance v 2.0). The Stewardship Contracting Guidance v 2.0 is to be used to develop, contract, implement, track, and monitor stewardship contracting projects. This guidance also defines specific roles and responsibilities for the Washington Office, State Office, and field offices which further reinforce Idaho's stewardship contracting organization and support.

Manual/Handbook Sections Affected: None

Coordination: This guidance has been coordinated with Resources & Science (ID-931), Fire & Aviation (ID-932), Administrative Services (ID-953), and Budget and Finance (ID-915).

Contact: If you have any questions, please contact Jon Foster, Branch Chief, Resources and Science at (208) 373-3813 or Mike DeArmond, Forest Management Program Lead and Stewardship Coordinator, at (208) 373-4070.

Boise District with Union: Management is reminded to notify and satisfy any bargaining requirements prior to implementation.

Signed by:
Susan Giannettino

Authenticated by:
Melissa Maiden
Administrative Assistant